

**TIPPECANOE COUNTY COUNCIL
REGULAR MEETING
APRIL 11, 2006**

The Tippecanoe County Council Meeting met at 2:00 P.M. Tuesday, April 11, 2006 in the Tippecanoe Room in the County Office Building. Council members present were: President David S. Byers, Ronald L. Fruitt, Betty J. Michael, Thomas P. Murtaugh, and Kevin L. Underwood. Others present were: Auditor Robert A. Plantenga, Attorney David W. Luhman, and Secretary Pauline E. Rohr. (Councilmember Jeffrey A. Kemper was absent.)

President Byers called the meeting to order and led the Pledge of Allegiance.

AUDITOR'S FINANCIAL REPORT: Robert Plantenga

Auditor Plantenga reported the 2006 uncommitted County General Funds through March 31, 2006 are \$913,792.08. A review of fund balances showed the \$1 million loan in March from Fund 099, Rainy Day Fund – Econ Dev, deposited to Fund 570, Welfare Family & Children, and a cash balance of \$21,280.77 in Fund 550, Jury Pay. Auditor Plantenga pointed out that Fund 550 is unappropriated but can be used. The report also showed the County General Fund 2006 Levy is \$16,565,914.95. A graph showed 56.62% of 2006 Property Taxes will be distributed to schools.

TREASURER'S INTEREST REPORT: Oneta Tolle

Mrs. Tolle distributed the Interest Report showing the average interest rate for February 2006 was 4.44%. She said tax bills should be mailed before April 24th and reported they have collected over \$150,000 in Personal Property Judgments. The next court date to try to collect outstanding Personal Property payments is May 22nd.

Attorney Luhman clarified that the amount of Personal Property Judgments collected will help the General Fund cash balance at the end of the year.

➔ Councilmember Kathy Vernon entered the meeting.

2006 COUNTY LEADERSHIP PARTICIPANTS HONORED

The following participants in the latest County Leadership class received awards:

| | | |
|----------------|---------------|------------------|
| Ron Cripe | Bob Plantenga | Lisa Smith |
| Margy Deverall | Chris Remley | Oneta Tolle |
| Cindy Houseman | Denise Saxton | Charlie Williams |
| Heather Maddox | Ruth Shedd | Shannon Withers |

APPROVAL OF MINUTES

- Councilmember Fruitt moved to approve the minutes of the March 14, 2006 Joint Meeting with the Commissioners and Financial Consultant as distributed, seconded by Councilmember Michael; motion carried.
- Councilmember Michael moved to approve the minutes of the March 14, 2006 Regular Meeting as distributed, seconded by Councilmember Underwood; motion carried.

SUPERIOR COURT: Bailiff Angie Thompson

Additional Appropriation: \$33,000

30,000 Pauper Attorney
3,000 Evaluation Services

Mrs. Thompson said they are short of funds in these two line items due to a large carry-of bills from 2005. They have outstanding bills for Pauper Attorney in the amount of \$27,043 and for Evaluation Services in the amount of \$3,637.

President Byers reported that he and Councilmember Murtaugh met with Judges Johnson, Busch, and Daniel last week to discuss anticipated costs in their courts due to high profile cases. He and Councilmember Murtaugh estimated the Council may need to hold as much as \$500,000 General Fund monies in reserve to cover those expenses.

- Councilmember Murtaugh moved to appropriate \$30,000 for Pauper Attorney and \$3,000 for Evaluation Services, seconded by Councilmember Michael; motion carried.

IV-D COMMISSIONER: Faith Norton

Additional Appropriation: \$9,689

9,000 Part-time
689 Social Security

| <u>Salary Statement</u> | <u>Position</u> | <u>Rate</u> | <u>Salary</u> |
|--------------------------------|--------------------------|--------------------|----------------------|
| Part-time | Court Reporter/Secretary | 7.00 | |

Ms Norton withdrew her request for funding a part-time Court Reporter/Secretary position since funds are available to transfer within her budget. She adjusted her Part-time rate request from \$7.00 to \$7.50 on the Salary Statement. Auditor Plantenga noted the adjustment is permissible since the rate was not advertised.

- Councilmember Michael moved to approve the hourly rate of \$7.50 per hour for the part-time Court Reporter/Secretary position, seconded by Councilmember Fruitt; motion carried.

SUPERIOR COURT III/CIRCUIT COURT: Family Court Project Fund 628: Superior Court III Fiscal Officer Kathy Timberlake

Additional Appropriation: \$10,000

5,000 Contracts/Consultant (Circuit Ct)
5,000 Contracts/Consultant (Sup Ct III)

Ms Timberlake explained they are requesting the appropriation of an additional disbursement of \$5,000 for Circuit Court and \$5,000 for Superior Court III in the Family Court Project Fund 628.

- Councilmember Michael moved to approve the appropriation of \$5,000 for Circuit Court and \$5,000 for Superior Court III in Fund 628, seconded by Councilmember Underwood; motion carried.

PROSECUTOR: Drug Enforcement Fund 257: Jerry Bean

Additional Appropriation: \$17,000

17,000 Utilities/Misc

Mr. Bean requested the appropriation of \$17,000 in Fund 257 to pay for utilities, equipment, and copier maintenance agreement for the Drug Task Force. He said monies in this fund generally come from forfeitures.

- Councilmember Underwood moved to approve the appropriation of \$17,000 in Drug Enforcement Fund 257, seconded by Councilmember Vernon; motion carried.

EMERGENCY MANAGEMENT: Deputy Director Tim Batta

Additional Appropriation: \$20,000

20,000 Maintenance/Sirens

Mr. Batta explained they have insufficient funds to purchase a new siren for Wainwright Middle School. The current siren, purchased in the 1950s, is no longer operational and cannot be repaired. In addition, repairs for several sirens damaged by lightning strikes, has depleted the maintenance funds.

- Councilmember Fruitt moved to approve the appropriation of \$20,000 in General Fund 001, seconded by Councilmember Murtaugh; motion carried.

PARKS & RECREATION: Superintendent Allen Nail

Additional Appropriation: \$7,720

7,720 Building Repair & Maintenance

Mr. Nail explained that \$7,720 is the balance from an insurance check received to remove a log jam in Wea Creek due to a storm in July 2005. If the appropriation is approved, Mr. Nail said he would like the funds to be put into a separate line dedicated for future log jam removal.

- Councilmember Michael moved to approve the appropriation of \$7,720, seconded by Councilmember Vernon; motion carried.

SURVEYOR/DRAINAGE BOARD: Surveyor Steve Murray & Commissioner KD Benson, Drainage Board President

Additional Appropriation: \$1,716

1,517 Full Time Employee
116 Social Security
83 Retirement

Salary Statement

Full Time

Position

Executive Secretary

Rate

(7) 1,100.38
(17) 1,189.54

Salary

27,926

Mr. Murray requested funding approval for the reclassification of the Drainage Board Secretary from COMOT II to COMOT III due to increased accounting responsibilities. It was established that the reclassification would be effective April 16, 2006.

Councilmember Vernon commented that Wagner, Irwin, & Scheele and the County Classification Committee approved the increase.

- Councilmember Michael moved to approve the appropriation of \$1,716, seconded by Councilmember Vernon; motion carried.
- Councilmember Vernon moved to approve the salary statement effective April 16, 2006, seconded by Councilmember Michael; motion carried.

HEALTH: Executive Assistant Ron Cripe

TB Outreach Fund 760:

Additional Appropriation: \$566

525 Part-time-Other
41 Social Security

Mr. Cripe explained that an Indiana Department of Health grant awarded to pay the Part-time Outreach employee expired at the end of 2005 and the person is now being paid from Tobacco Settlement Fund 762. However, because

the employee was not switched to Fund 762 at the beginning of the year, an appropriation of \$566 is needed to clear the deficit.

- Councilmember Michael moved to approve the appropriation of \$566 in Fund 760, seconded by Councilmember Underwood; motion carried.

Tobacco Settlement Fund 762

Additional Appropriation: \$15,000

15,000 Equipment

Mr. Cripe explained they are requesting an additional \$15,000 to cover existing expenses and to pay a contract for imaging to preserve their vital records that date as far back as 1888.

- Councilmember Michael moved to approve the appropriation of \$15,000 in fund 762, seconded by Councilmember Underwood; motion carried.

WIC: Executive Assistant Ron Cripe

Salary Statement

Full Time

Position

State Breastfeeding Coord

Rate

4,399.50

Salary

39,595.50

Mr. Cripe explained this salary adjustment is due to job description changes for a WIC employee who will also serve in the newly created position of State Breastfeeding Coordinator. He requested an effective date of February 1, 2006.

- Councilmember Michael moved to approve the salary statement for the State Breastfeeding Coordinator for WIC, seconded by Councilmember Murtaugh; motion carried.

CIRCUIT COURT: ADR Fund 545: ADR Co-Administrator Cyndi Garwood

Additional Appropriation: \$14,000

14,000 Court Expenses/Mediation

Ms Garwood requested the appropriation of \$14,000 that will be used primarily for mediation services. She explained that the Alternative Dispute Resolution allows the collection of a \$20 filing fee for each new divorce and each new paternity case. They collect approximately \$1,500 per month.

- Councilmember Fruitt moved to approve the appropriation of \$14,000 in ADR Fund 545, seconded by Councilmember Underwood; motion carried.

COURT SERVICES: Fund 576: Director Cindy Houseman

Additional Appropriation: \$100,000

100,000 General Operating/Misc

Mrs. Houseman requested the creation of a General Operating/Misc line in Fund 576. Due to heavy expenditures for professional services and contracts from Fund 575, they need to move funds from Fund 576 because it has ample funds but few expenditure lines.

Auditor Plantenga explained that, in order to transfer from Fund 576 to Fund 575, they need an appropriate line in their budget.

- Councilmember Underwood moved to approve the appropriation of \$100,000 in Fund 576, seconded by Councilmember Fruitt; motion carried.

CARY HOME: Donation Fund 130

Appropriation of Budget: \$3,000

3,000 Contract/Education

- Councilmember Fruitt moved to approve the appropriation of \$3,000 for Contract/Education in Donation Fund 130, seconded by Councilmember Michael; motion carried.

MITs

Transfer: \$299

| | | | |
|-------|--------------------|-----------------|-----|
| From: | 001-1410-413-43-90 | Contractual | 299 |
| To: | 001-1410-411-13-10 | Overtime | 277 |
| | 001-1410-411-15-10 | Social Security | 22 |

Auditor Plantenga explained that MITs Executive Director Diane Hawkins could not attend today's meeting due to her mother's death. However, since the transfer is to Overtime, \$16 is also needed for Retirement for a total transfer of \$315.

- Councilmember Murtaugh moved to approve the transfer of \$277 for Overtime, \$22 for Social Security, and \$16 for Retirement, seconded by Councilmember Underwood; motion carried.

SUPERIOR COURT VI: Bailiff Lori Coddington

Transfer: \$512

| | | | |
|-------|--------------------|-------------------|-----|
| From: | 001-7106-413-32-10 | Travel & Training | 512 |
| To: | 001-7106-411-12-20 | Part-time | 475 |
| | 001-7106-411-15-10 | Social Security | 37 |

Salary Statement

Part-time

Position

Floater

Rate

10.00

Salary

Ms Coddington requested the transfer to pay a Part-time Floater who has already worked.

- Councilmember Michael moved to approve the transfer of \$512, seconded by Councilmember Underwood; motion carried.
- Councilmember Michael moved to approve the salary statement of \$10 per hour for the Floater position, seconded by Councilmember Fruitt; motion carried.

COMMISSIONERS: EDIT Fund 301 Commissioners' Assistant Jennifer Weston & Clerk Chief Deputy Christa Coffey

Additional Appropriation: \$61,000

61,000 Other Professional Services

Mrs. Weston said the Clerk would like to hire Information and Records Associates to scan bound record books that are too large to be done in-house. Ms Coffey said they have having trouble keeping these large books in a controlled climate to prevent disintegration. They're afraid the records will be lost if they aren't protected.

- Councilmember Fruitt moved to approve the appropriation of \$61,000 in EDIT Fund 301, seconded by Councilmember Michael; motion carried.

RESOLUTION 2006-13-CL: Endorsing the Adoption of an Amendment to the EDIT Capital Improvement Plan

Resolution 2006-13-CL will appear in its entirety in the Ordinance and Resolution Book in the County Auditor's Office.

Attorney Luhman explained this Resolution approves the amendment to the EDIT Plan to add Project 55, Electronic document Management Systems, in the amount of \$61,000.

- Councilmember Fruitt moved to approve Resolution 2006-13-CL, seconded by Councilmember Underwood; motion carried.

COMMISSIONERS: Cum Cap Fund 010 Commissioners' Assistant Jennifer Weston, Sheriff's Captain Charlie Williams, and Maintenance Director Mike Haan

Additional Appropriation: \$41,000

| | |
|--------|-----------------------|
| 23,000 | Equipment/DP Hardware |
| 3,000 | Improvements/Walks |
| 4,000 | Building Improv/R & M |
| 11,000 | Buildings/Office |

Mrs. Weston explained that, at the Sheriff's request, the public entrance to the Courthouse will be moved to the Columbia Street entrance leaving the 4th Street entrance for prisoners only. Changes to the Columbia Street entrance will include the addition of a hand rail and a ramp to meet ADA standards, new doors to accommodate the security system, some electrical maintenance, and an upgrade to the security system.

Captain Williams said the current cameras don't show real time but have a 1 second delay. The new cameras will be focused on the 3rd Street and 4th Street hallways to allow the Security Bailiffs to see who enters and will be able to respond if necessary.

President Byers asked where employees will enter the Courthouse. Mr. Haan responded that employees may still enter at the 3rd and 4th Street entrances because the card readers will remain. They may also enter at the Columbia Street entrance but, since there will be no card reader, they will be required to go through the metal detector. Mr. Haan said they think there could be security issues at the 4th Street entrance with only two (2) Security Bailiffs trying to get 30 to 40 people as well as 10 to 12 prisoners through the same entrance first thing on Monday mornings. Captain Williams estimated 55 prisoners per day come to the Courthouse and said it can be a problem to keep them separate from family members and the public.

Councilmember Michael asked for an estimated time of completion. Mr. Haan thought it could possible by 8 weeks because the doors have to be ordered.

Councilmember Vernon asked if the amounts listed for various items were the low bids. Mr. Haan said they did not advertise for bids but got estimates. Mrs. Weston explained that the individual items did not meet the threshold of \$75,000 required for the bid process. They sought estimates from Mulhaupt's, the vendor who previously worked with the security system, and Central Indiana Glass & Glazing, Inc., the vendor who provided the doors on the 4th Street entrance so they would match.

Attorney Luhman clarified that the Commissioners sought these prices for estimating purposes so they would know how much to request. He said they can solicit quotes below the threshold amount before awarding a contract.

- Councilmember Murtaugh moved to approve the appropriation of \$41,000 in Cum Cap Fund 010, seconded by Councilmember Michael; motion carried.

RESOLUTION 2006-15-CL: Endorsing the Amendment of the Cum Cap Improvement Plan

Resolution 2006-15-CL will appear in its entirety in the Ordinance and Resolution Book in the County Auditor's Office.

Attorney Luhman explained that passage of this Resolution will add the \$41,000 to the existing Courthouse Security Capital Expenditure Project.

- Councilmember Murtaugh moved to approve Resolution 2006-15-CL, seconded by Councilmember Michael; motion carried.

FYI: Commissioner John Knochel

- Opening the Columbia Street entrance is a response to public requests to open another entrance to the Courthouse. They think this will be a safer option for the public. Employees will have access to three entrances.
- Interviews for a Cary Home Executive Director are ongoing.
- Commissioners are investigating a storage facility for files that are now located on the 5th floor of the Courthouse. Some of the records may be eligible for destruction to free-up space.
- The Commissioners have daily discussions regarding a juvenile facility but there is nothing to report.

MEETINGS: Tippecanoe Room, County Office Building

- May 1, 2006 Noon Joint Meeting with Commissioners and Financial Consultant
- May 9, 2006 2:00 P.M. Regular Meeting

2007 Budget Hearings rescheduled from August 28, 2006

- August 21, 2006 1:00 P.M.
- August 22-23, 2006 8:00 A.M.

Auditor Plantenga asked if he should include a reserve General Fund uncommitted amount for the courts in his Financial Report. President Byers reported that, due to upcoming high profile cases, Judge Busch thinks he may need an additional \$150,000 for just one murder trial for Jury Expense and Pauper Attorney. Judge Johnson thinks he will need an additional \$80,000 for Jury Expense and Pauper Attorney. By consensus, the Council set aside \$500,000 in the General Fund.

PUBLIC COMMENT

None.

ADJOURNMENT

- Upon the motion of Councilmember Fruitt and the second of Councilmember Michael; the meeting adjourned.

TIPPECANOE COUNTY COUNCIL

David S. Byers, President

Jeffrey A. Kemper, Vice President

Ronald L. Fruitt

Attest: _____

Robert A. Plantenga, Auditor

Betty J. Michael

Thomas P. Murtaugh

Kevin L. Underwood

Kathy Vernon